



United States Department of the Interior



BUREAU OF LAND MANAGEMENT

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April 30, 2001

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CA-912

EMS TRANSMISSION: 04/30/01

Instruction Memorandum No. CA-2001-039

Expires: 9/30/2001

To: All Employees

From: Deputy State Director, External Affairs

Subject: Joint Committee on Printing (JCP) Report No. 2

DD: 5/10/2001

Government Printing Office (GPO) and Binding Regulations (U.S. Code Title 44) require that semi-annual reports be forwarded to the Committee no later than 60 days after the close of the reporting periods (October - March and April - September).

JCP Report No. 2 covers any procurement of printing and related services that were made directly with commercial sources from October 1, 2000 through March 31, 2001. This would include duplicating, printing, binding, silkscreen items, and large duplication projects that are made available to the public. Any Bureau of Land Management (BLM) office or employee that made an printing procurement using a government issued credit care or any other means, from a commercial source must report this activity on the JCP Report No. 2. All transactions concerning printing that is procured from commercial sources must be reported regardless of cost.

Please fax (916-978-4620) or e-mail your report by May 11, 2001, to the Public Affairs Office (CA-912), Attention: Mary Lou West, for consolidation and submission to the Bureau and Department. Questions regarding the JCP Report can be addressed to Mary Lou at (916) 978-4612.

Signed by:

Tony Staed

Deputy State Director, External Affairs

Authenticated by:

Alex Lopez

Records Management

1 Attachment

1 - JCP Report No. 2 (1p)

JCP FORM NO. 2 (REV. 3-71)

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SIGNATURE	TITLE	DATE SUBMITTED
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